

## Office Memorandum • UNITED STATES GOVERNMENT

## SECURITY INFORMATION

TO : Deputy Director/Administration

DATE: 21 April 1952

FROM : Security Officer/CIA

SUBJECT: Security Briefings.

9

1. Reference is made to the memorandum dated 2 April 1952 of the Inspector General on the same subject.

2. I have personally looked into the alleged inadequate and unsatisfactory nature of the security briefings and found that the comments of the Inspector General in that regard are factual and constructive.

3. A long range plan has been undertaken by this office to improve the security briefings by a complete revision and rewriting of the subject matter used in the lectures, training and recruiting new lecturers, requesting the Office of Training for assistance in developing and presenting the indoctrination, using visual aids and demonstrations to dramatize and clarify the presentation, and the production of a CIA movie on security to take the place of the outdated State Department movie. Inasmuch as this long range program cannot be put into effect overnight, and realizing the shortcomings of the security briefings as commented on by the Inspector General, I have taken immediate steps to improve the briefings as of this date through the following measures:

A. The Deputy Security Officer/CIA will deliver a short introductory talk on the need for security before the detailed briefing on security is given.

B. New personnel believed to be more able in making a talk before an audience will replace the individuals who have up to now currently been giving the briefings.

C. The subject matter in the briefings has been revised on an interim basis pending the completion of the thorough revision and rewriting in order to immediately eliminate those portions of the briefing which are patently of no value to the presentation.

D. The institution of visual aids and demonstrations as rapidly as they can be prepared for presentation.

4. The aforementioned long range program is under process in this office on a priority basis at my personal direction and I assure you that no effort will be spared to have it completed and in effect at the very earliest date.

ILLEGIB

FOIAb3b

WILLIAM EDWARDS  
Colonel, CSC